

SIEC Advisory Working (SAW) Group Minutes  
May 12, 2004

- Meeting minutes from the April 14, 2004, SAW Group Meeting were tabled until the next meeting for approval.
- Mr. Alan Hull, Technical/ Frequency Coordination Committee Chair, presented the report for the committee.
  - Committee met May 12, 2004 prior to the SAW Group.
  - Ms. Kim Stoltz, Washington State Department of Transportation, will serve as scribe to the committee.
  - The Risk/Severity Matrix currently applied to IT projects was presented. Mr. Marc Johnson will modify the matrix to serve as an outline for further committee discussions.
  - The committee reviewed the IT Investment Plan for applicability to wireless communications. The committee will be discussing this topic at future meetings.
  - Committee consensus was that more effort must be made to reach out to local government to solicit participation in committee efforts.
  - WSCA contract wording was discussed and agreed upon. Mr. Hull presented the language to the SAW Group for approval. The wording will be provided for SAW Group minutes.
  - The committee continues to work on its charter. Future discussions will occur regarding the charter.
  - The committee recommended to the SAW group that each agency continue licensing their individual frequencies until further guidance is provided by the SIEC and the SAW Group. The wording of the recommendation will be provided for SAW Group minutes.
  - The committee recommended for approval the addition of 'Management' to the committee's name in place of 'Coordination.
  - An overview report of the Department of Correction's McNeil Island presentation was made to the committee.
- The SAW Group approved the recommendation of the new wording presented be added to the WSCA contract.
- The SAW Group approved the recommendation that agencies continuing to license frequencies until further direction from the SIEC and SAW Group is received.
- The SAW Group approved the recommendation modifying the Technical/Frequency Coordination Committee's name to read the Technical/Frequency Management Committee.
- No report from the Funding Committee was provided.
- No report from the Technology Clearinghouse was provided.

- Work on the Interim Plan was discussed and delegated.
  - Radio Caches:
    - Mr. Marc Johnson will take the lead regarding current radio caches.
  - Statewide VHF Wide-Band Analog Coordination Channels:
    - Mr. Clark Palmer will take the lead regarding the development of an educational brochure for public safety professionals.
    - Mr. Scott Bream and Mr. Guy Cranor will research the legal and ethical issues regarding vendor participation in the development of an educational brochure.
  - Gateway Devices:
    - Mr. Guy Cranor will take the lead identifying those agencies with existing gateway devices.
  - Additional VHF Channels:
    - Mr. Alan Hull will take the lead in identifying additional VHF channels that possess the potential of serving as interoperability channels.
  - Development of mini-caches was tabled until further notice.
- The process issue relating to policy recommendations was discussed. Future legislation recommendations appear necessary to meet SIEC requirements. Mr. Scott Bream will research the process issue and bring back to the SAW Group for future discussion.
- No briefing regarding the Harborview Reporting System was provided.
- The next SIEC SAW Group meeting is scheduled for May 26, 2004, at DIS from 1:30 PM to 3:00 PM.

Members present:

Alan Hull, Washington State Department of Transportation  
 Sgt. John McIntosh, Department of Fish and Wildlife  
 Jim Hall, Washington Association Of Sheriffs And Police Chiefs  
 Clark Palmer, Washington State Patrol  
 Guy Cranor, General Administration –Office of State Purchasing  
 Marc Johnson, Department of Natural Resources  
 Fed Radovich, Motorola  
 Katie Lovette, Motorola  
 Kit Eldridge, M/A-COM